

**BUDGET ADVISORY COMMITTEE**  
**October 14, 2002**

**1. ROLL CALL**

The meeting was called to order at 5:38 p.m. by Chair David Brown. Committee members present were Dr. Kerry Waldee and Scott Spages. Also present were Carol Menke, Acting Budget and Finance Director, and Colleen Ryan, Grants Specialist. Committee member Dr. Robert Preziosi, arrived at 5:48 p.m.

**2. APPROVAL OF MINUTES**

Scott Spages made a motion which was seconded by Vice Chair Waldee, to approve the minutes of September 17, 2002. **(Motion passed 3-0).**

**3. OLD BUSINESS**

**3.1 Law Enforcement Trust Fund.** Following the discussion of the proposed Development Service fee increases, the committee discussed the Law Enforcement Trust Fund. Dr. Preziosi asked about the use of Law Enforcement Trust Funds for the Police Athletic League. Ms. Menke advised the Committee that for FY 2003 the Town's budget approved a \$95,000 donation to PAL. Ms. Menke advised that in addition to the Town's donations, Law Enforcement Trust Funds are sometimes approved to be used to assist the PAL. For example, \$100,000 of forfeiture funds was approved to assist with the build out of the new multipurpose facility at Potter Park. Dr. Preziosi questioned how much of their own fund raising PAL did. Ms. Menke said she would request a copy of PAL's IRS Form 990 from Officer Bob Spence, who is the police department's liaison with PAL.

**3.2 Investment Income.** The committee's questions had been addressed at the September 17th meeting by Mr. Cohen.

**4. NEW BUSINESS**

**4.1 Grants Specialist.** Following the discussion of items 4.2 and 4.3 Chair Dave Brown introduced Colleen Ryan, the Town's Grants specialist to the Committee. Colleen Ryan gave the Committee an overview of her position at the Town and the current status of grant applications and the setting up systems for how grants are requested and administered. Ms. Ryan advised the Committee that there were no grants she is aware of for Fire Stations. She told the Committee that successful grant programs require forward planning and that she spent the first couple months meeting departments and seeing their needs and existing grants. Each department currently is at different levels as to grant writing capabilities.

Ms. Ryan gave a brief overview of her background. She advised the Committee that the Town's current grant sources were Federal, State, and County grants. The Committee asked Ms. Ryan to give the Committee a quick overview of the existing grants. For Parks and Recreation Ms. Ryan listed FRDAP programs, the Land & Water Conservation Fund, summer food, afterschool programs. Ms. Ryan told the Committee that development/construction grants almost always have a required cash match. She also told the Committee that she can look into foundation funding but that recently foundations have lost a lot of their endowment money from losses in the stock market.

Public Works has Broward Beautiful grants, planning for FDOT grants and has pending flood mitigation grants, although she isn't optimistic about getting those.

The Committee asked Ms. Ryan about working Congressional offices and lobbyists. Ms. Ryan said the Congressional offices have been supportive and that she does talk to the Town's lobbyist, Mr. Ceaser, a couple times a per month. Ms. Ryan told the Committee that a "well connected" lobbyist can be effective. Committee member Spages stated he'd rather have more grant writers and fewer lobbyists.

Chair Brown would like to know: what each department has; wants to see where the money comes from; want to know whether a portion of her time is able to be spent researching grants to replace taxpayers money. Chair Brown said he believed there is something available for each department, and is not convinced we are well organized in pursuit of grants and will still need have professionals from other departments involved.

Ms. Ryan stated that each department recognizes that they are still responsible for writing their own grants. She plans to be putting together grants writing workshops that staff from each department will attend. Her initial priority will be state grants. She has submitted 2 grants in the last month and half for Fire.

Chair Brown asked Ms. Ryan about her biggest obstacles. Ms. Ryan said at this point it seemed to be disorganization at the department level and that's she she would be initially helping departments to manage their current grants and in grant writing. Ms. Ryan said the Police Department is currently the most sophisticated department as far as grant writing and reporting.

Chair Brown questioned how Davie compares to other municipalities in terms of grants and if their were population based grants because it may effect whether the Town would want to reach 100,000 in population build out if that was an important threshold in grant eligibility. Ms. Ryan responded that the Town is probably a little behind other cities and that 100,000 in population (Town currently 78,720) is important in some instances but that it also would put the Town in a more competitive group than now so the Town should make plans now for the 2010 census. Chair Brown left the meeting at 6:55 p.m.

Vice Chair Waldee mentioned that a neighbor of his Dave Paulson, is currently a USFA administrator and was previously a Metro Dade Fire Chief. He told Ms. Ryan that he would mention to him that the Town had two pending requests if he has the opportunity.

## **4.2**

### **5. COMMENTS AND/OR SUGGESTIONS**

The committee members discussed that on the next agenda they would like to discuss the Town's grants specialist position and if possible they would like to invite the grants specialist to attend the October meeting. Also at the October meeting, the committee members would like to discuss the potential future voter approved debt issue for Fire Department facilities and projects.

**6. ADJOURNMENT**

There being no further business, a motion was made by Dan Barr, seconded by Scott Spages, to adjourn the meeting. **(Motion passed 3-0)**. The meeting was adjourned at 6:30 p.m.

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Approved

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Chair/Committee Member